



Natural Resources Conservation Service
State Office
100 USDA Suite 206
Stillwater, OK 74074-2655
Telephone (405) 742-1204

September 8, 2003

OKLAHOMA BULLETIN NO. OK250-3-28

SUBJECT: FNM - 11th Annual Training Conference of the National Organization of Professional Black NRCS Employees

Purpose: To inform employees of the Annual Training Conference

Expiration Date: **September 30, 2003**

ACTION REQUIRED BY: October 15, 2003

The National Organization of Professional Black Natural Resources Conservation Service Employees will host its 11th Annual Training Conference in St. Louis, Missouri, at the Millennium Hotel the week of December 1-5, 2003. The theme for the conference is, "Unlocking the Gateway to Natural Resources through Awareness, Knowledge, Leadership, and Service." More information can be obtained at the following site:
<http://www.nrcs.usda.gov/intranet/organ/>.

As in past training conferences, the following attendance categories will receive consideration on a "government time/government expense" basis:

- Receiving an award, citation, or commendation
- Receiving a scholarship
- Presenting a topical paper or poster
- Member of the Chief's Staff
- Training (providing or fulfilling a training need)

A block of rooms has been reserved under "National Organization of Professional Black Natural Resources Conservation Service Employees." For room reservations, call (866) 866-8086. Employees are responsible for making all travel arrangements and canceling these arrangements if the travel is not approved by their supervisor.

All requests must go through the appropriate supervisory channels for approval. Approved OK-FNM-1, Meeting Attendance Request Forms are due in my office no later than COB on **Wednesday, October 15, 2003**. If you have questions, please contact your supervisor.

/s/ (Kevin D. Norton – Acting)

M. DARREL DOMINICK
State Conservationist

DIST: AE